

**DESIGNERS OF ENGINEERING SYSTEMS SECTION
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS, PROFESSIONAL
ENGINEERS, DESIGNERS AND LAND SURVEYORS
MINUTES
APRIL 20, 2010**

PRESENT: Scott Berg, Thomas Gasperetti and Steve Tweed

ABSENT: James Mickowski

STAFF PRESENT: Angela Arrington, Bureau Director; Michelle Solem, Bureau Assistant and Yolanda McGowan, Legal Counsel

CALL TO ORDER

Scott Berg, Chair, called the meeting to order at 9:02 a.m. A quorum of three (3) members was present.

ADOPTION OF AGENDA

Amendments:

- Add a practice question under new business
- Add discussion of plan stamping under

MOTION: Thomas Gasperetti moved, seconded by Steven Tweed, to adopt the Agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES OCTOBER 13, 2009

Amendments:

- Page 6 of the agenda: correct spelling of Gasperetti
- Page 6 Change Steven Tweed to Steve Tweed throughout
- Mark Doll Motion should be Steven Tweed
- Top of page 4 related to screening dates should be Steve Tweed

MOTION: Steve Tweed moved, seconded by Thomas Gasperetti, to approve the Minutes of October 13, 2009 as amended. Motion carried unanimously.

ADMINISTRATIVE REPORT– ANGELA ARRINGTON, BUREAU DIRECTOR

Angela Arrington introduced herself as the new bureau director for the Section. She also reported that Yolanda McGowan has begun the transition into the position of Legal Counsel. Ms. Arrington provided a brief update of staffing changes that have occurred since the last meeting. She also conducted that annual policy review noting that the 2 major changes are that of new lodging for the members that stay in Madison and an increase in the maximum reimbursement rate from \$15 to \$25 for one checked bag and that a receipt is required.

**PRESENTATION OF PROPOSED STIPULATIONS BY DIVISION OF ENFORCEMENT
OR ANY SUBMITTED AFTER PRINTING OF THE AGENDA**

LEGISLATIVE/ADMINISTRATIVE RULES

**Update on Potential Statutory and Rule Changes Relating to Chapter A-E 5 and Chapter 443,
Examining Board of Architects, Landscape Architects, Professional Engineers, Designers and
Land Surveyors as it relates to Designer of Engineering Systems**

Yolanda McGowan reported that the draft has been sent back to the Legislative Review Board. Mr. Berg noted that he has had several conversations with the drafters. Ms. McGowan noted that the Legislative session is coming to a close in it is unlikely that there will be any action on this item this session. She also told the Section that she expects to have the final draft ready for approval at the next Section meeting. The next step in the process is to find a sponsor for the bill.

**Discussion of Rules Relating to Continuing Education for Architects, Landscape Architects,
Professional Engineers, Designers of Engineering Systems and Land Surveyors**

Ms. McGowan reminded the Section that this was low on the priority list. Mr. Berg suggested that this item is moving up on the priority list. He asked that someone champion this effort and bring a continuing education (CE) recommendation to the Section. Ms. McGowan suggested that the Section discuss the need for CE. She reported that the number of cases brought before the Section by the Division of Enforcement suggests that CE is not necessary. Mr. Tweed suggested that continuing education may not be necessary because most of the licensees, also hold credentials in other professions that require CE. Mr. Gasperetti indicated that, due to the constant changes to the codes, he would recommend CE.

CREDENTIALING

Examination Review Status

Gail Pizarro, exam specialist with the Department, noted that the Plumbing and Private Sewerage System exams will be reviewed for the next testing cycle.

Design Exam Report

Ms. Pizarro explained that the number of passing scores has increased and the tests are good. She stated that the students are not prepared for the open book exams. She also told the Board that the tests have been update.

Review of Designer Application Appraisal Form #989

Mr. Berg will leave a copy of his mockup with the Department. The Section recommended the following changes to the form:

- Change the title to Designers “of Engineered Systems” throughout

- Move the section related to the permit requested to the top of the form and change reference to the initial paragraph to reflect the position change from below to above.
- In the initial paragraph, change “has claimed experience” to “is applying for licensure.”
- Line 25-Change “Inspection” to “Observation” and include “to” between conformity and specifications
- Line 27-replace “as built” with “record”
- Line 32-Revised read, “Provide any information or knowledge that you have of this applicant that would assist the board in determining the applicant’s competency to practice in the selected field of design. (Attach additional sheets if necessary.)

EDUCATION/EXAMINATION ISSUES

Discussion of Long Range Plan:

1. Definition of Designer fields (ex: electrical – fire alarm system)
 - a. Steve Tweed and Tom Gasperetti will work on developing the definitions and submit to the Department to be included in the agenda for the next meeting.
2. Continuing Education
 - a. This was discussed earlier and will be included as a future item
3. Master Plumbers/Designer Permit (443.07(4) & A-E 5) and Review of A-E 5 Designer Permit
 - a. Mr. Berg is going to review 443 and A-E 5 to make suggestions to bring them in line with each other.

NEW BUSINESS

Practice Question: The Section discussed stamping necessary for revisions created subsequent to the original stamping of the plans. When plans are created and stamped as necessary – as long as subsequent changes made by the contractor are noted on a copy of the plan (red-line plan), the designer is only responsible for their stamped copy of the plan.

Discussion Related to Stamping Plans

Documents that are submitted to the State for approval, are required to be stamped. Ms. McGowan will review the Rules and Statutes to see if this is written and will report back to the Section at the next meeting and post the decision to the web-site as a practice question.

CLOSED SESSION

MOTION: Steve Tweed moved, seconded by Thomas Gasperetti, convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; consider closing disciplinary investigation with administrative warning (s. 19.85(1)(b), Stats. and 440.205, Stats., to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats.) Motion carried by roll call vote: Scott Berg-yes, Steven Tweed-yes; and Thomas Gasperetti-yes.

Open session recessed at 11:05 a.m.

RECONVENE IN OPEN SESSION

MOTION: Thomas Gasperetti moved, seconded by Steve Tweed, to reconvene in open session at 12:06 p.m. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

APPLICATION REVIEW

MOTION: Thomas Gasperetti moved, seconded by Steve Tweed, to act on the applications reviewed for today's meeting as reviewed and signed in the application files. Motion carried unanimously.

APPLICATIONS REVIEWED ON 4-20-2010

The Section took the following action on applications

PERMIT AS A DESIGNER OF ENGINEERING SYSTEMS

1. By Experience Provision -- ss. 443.07(1)(b), Stats.

Approved

- | | |
|-------------------------|-------------------------|
| 1. Kimmel, Daniel | 5. Meerschaert, Gary E |
| 2. Kowalkowski, Scott M | 6. Meyer, Melvin W |
| 3. Loberger, Craig R | 7. Schahczinski, John R |
| 4. McGinnis, David T | |

Intent To Deny

- | | |
|--------------------|----------------------|
| 1. McGann, William | 2. North III, Ernest |
| | 3. Novakovich, Mane |

2. Examination Eligibility

Approved

1. Hunter, Gary W

DOE – Signatures for Proposed Stipulations, Orders, and Administrative Warnings

Signatures were collected for all required items.

ADJOURNMENT

MOTION: Steve Tweed moved, seconded by Thomas Gasperetti, to adjourn the meeting at 12:07 p.m. Motion carried unanimously.